



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

HUMAN RESOURCES MANAGEMENT DIVISION-LAS VEGAS
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LAS VEGAS, NV 89119-7528

July 24, 2014

OFFICE OF
ADMINISTRATION AND
RESOURCES MANAGEMENT-CINCINNATI

Amy Bennett

RE: Freedom of Information Act Request No. EPA-HQ-FOI-2013-004333

Dear Ms. Bennett:

This letter is in response to your Freedom of Information Act (FOIA) request dated March 8, 2013, received in the Human Resources Management Division – Las Vegas on July 2, 2014. Requested documents, including our agency standard position descriptions implemented in March, 2013 for the new GS-306 Government Information Series, are provided with this response.

Please note that certain information in the attached documents has been redacted by virtue of 5 U.S.C. 552(b)(6), Exemption 6 of the FOIA – Personal Privacy. Exemption 6 permits the withholding of all information about individuals “. . .the disclosure of which would constitute a clearly unwarranted invasion of personal privacy.” Under Exemption 6 the information at issue does not have to be of a highly sensitive or intimate nature. The privacy issue at stake is an individual’s reasonable expectation of privacy and control over the dissemination of personal information about him or herself.

Under the FOIA, you have the right to appeal this determination to the National Freedom of Information Officer, U.S. EPA, FOIA and Privacy Branch, 1200 Pennsylvania Avenue, N.W. (2822T), Washington, DC 20460 (U.S. Postal Service Only), FAX: (202) 566-2147, E-mail: hq.foia@epa.gov. Only items mailed through the United States Postal Service may be delivered to 1200 Pennsylvania Avenue, NW. If you are submitting your appeal via hand delivery, courier service or overnight delivery, you must address your correspondence to 1301 Constitution Avenue, NW, Room 6416J, Washington, DC 20004. Your appeal must be made in writing and it must be submitted no later than 30 calendar days from the date of this letter. The Agency will not consider appeals received after the 30 calendar day limit. The appeal letter should include the FOIA number listed above. For quickest possible handling, the appeal letter and its envelope should be marked “Freedom of Information Act Appeal.”

If you have any questions concerning the documentation which has been provided, please contact Lizabeth Engebretson at (702) 798-2432. Please provide your FOIA request number in all communications.

Sincerely,


Lizabeth Engebretson
Acting Director

Enclosures:

1. EPA Standard Position Descriptions, GS-306 Government Information Series
2. Correspondence